

## FISCAL YEAR 2007 NAVY ACTD GUIDELINES

1. The Office of the Secretary of Defense (OSD) ACTD program annually invites participation by the Military Services, Joint Staff, Combatant Commanders and Defense Agencies. An excellent description of the ACTD program's goals and objectives is available at [www.acq.osd.mil/actd](http://www.acq.osd.mil/actd). Navy proposals are to be submitted via [www.onr.navy.mil/actd](http://www.onr.navy.mil/actd). Proposers are strongly encouraged to become familiar with both websites prior to preparing their proposal.
2. The Navy ACTD selection process consists of a series of reviews to identify the strongest proposals for Navy endorsement. The Review Panel includes senior level representatives from ASN (RDA), ONR, OPNAV, CFFC, NWDC, and USMC. (The Marine Corps provides separate guidance for their ACTD proposals.) Navy proposals will be rated according to the following criteria:
  - Does the ACTD support joint capabilities and Naval needs ?
  - Are PE(s) identified and funding available (OSD may provide up to 20% of ACTD cost)?
  - Is the technology suitable for near term application (TRL 6 or higher)?
  - Is the Concept of Operations outlined and is the ACTD operationally feasible?
  - Is the ACTD transition path to a Program of Record identified?
  - Are the development and demonstration processes identified?
  - Are residual and military utility assessment plans defined?
3. The process timeline is as follows:
  - Preliminary Proposal Concepts (White Paper, Quad) Due to ONR web site: 01 Aug 05
  - Technology, CONOPs and Resources Review: Aug 05
  - 1<sup>st</sup> Navy Review Panel: Aug 05 (Strongest proposals invited to formally brief panel)
  - 2<sup>nd</sup> Navy Review Panel: Sept 05 (If required)
  - Navy Candidates Due to OSD: 1 Oct 05 (Estimate)
  - Continued Review, Refinement and Socialization of Candidates: Oct-Dec 05
  - Breakfast Club Reviews (OSD Hosts): Jan 06
  - Continued Review, Refinement, Resourcing, and Final Socialization: Feb-Mar 06
  - Final Navy/Marine Corps Candidates Due to OSD: Mar 06
  - Ranking of FY07 Candidates by Services and COCOMs: Apr 06 (Estimate)
  - JROC endorsement: Jun 06 (Estimate)
  - OSD(AT&L) approval of FY07 ACTDs: Aug 06 (Estimate)
4. Proposals requesting Navy as the lead Service must be submitted via the ONR web site for consideration as noted above. Proposals requiring Navy funding submitted outside the Navy process (by a COCOM or other Service or Agency) must also be reviewed to ensure Navy resource sponsor commitment. Navy organizations involved in such proposals should inform the ONR POC early in the proposal development process.
5. All proposals submitted through the Navy's process that are selected as potential Navy candidates must undergo review by the Naval Treaty Implementation Program Office (NTIP). Specifically, proposals that could involve DoN equities will require an "Arms Control Compliance Assessment" by the NTIP. The ONR ACTD office will submit the appropriate proposals to the NTIP as required; proposers will be required to provide responses to questions or concerns as necessary.
6. The points of contact for the submission of Navy proposals are Mr. John Barkley at 703-696-3158 or [barklej@onr.navy.mil](mailto:barklej@onr.navy.mil) or Mr. Joseph Stull at (703) 696-9774 or [joseph\\_stull@onr.navy.mil](mailto:joseph_stull@onr.navy.mil).

## FISCAL YEAR 2007 ACTD CANDIDATE DESCRIPTION FORMAT

1. To meet the program objectives and provide reviewers with adequate information for evaluating each proposal, each ACTD package should contain the following:

- a. Quad chart overview of problem being addressed, ACTD objectives, technologies, residuals, participants, schedule, summary comments, and point of contact *.(see template)*
- b. White paper - Cover sheet with Title, Team members and Coordination Status *(see template)* and a three-to-four page written description including:
  - 1) Statement of the military problem to be addressed:
    - i. Discussion of how an increase over today's capabilities is required to address the problem.
    - ii. Identification of potential measures of effectiveness and measures of performance.
  - 2) Discussion of concepts and technologies which may potentially address the problem:
    - i. How will the proposed CONOPS (OV-1) and technology resolve the capability gap?
    - ii. Compare the proposed solution to current capabilities and to possible alternative technologies.
    - iii. Current and final Technology Readiness Level (TRL) of potential technologies. What must be done to bring the technology to its final TRL?
  - 3) Discussion of how the proposed ACTD will support Joint or combined operations.
  - 4) Overall schedule of events.
  - 5) Description of demonstration(s) to be conducted, including objective outcome and goals (e.g., satisfy warfighter requirement with residuals or compelling demonstration as springboard to procurement.)
  - 6) Identification of participants and their respective roles.
  - 7) Source(s) of funding and spend plan.*(see templates)*
  - 8) Technical, funding and schedule risks.
  - 9) Identification of residual assets/capabilities including potential supportability issues.
  - 10) Transition strategy:
    - i. List relevant Lead Service/Agency transition organizations.
    - ii. Identify the technology transition target(s). Does this ACTD lead to an upgrade to current programs of record (POR), or will successful results lead to a new acquisition program?
    - iii. Identify potential transition strategy and funding issues.
  - 11) Transformational potential assessment (Is this ACTD transformational and why?).
- c. Formal briefs are not required for the initial submission. Briefings will be required for those proposed concepts accepted in July 05 for further Navy and OSD review.
- d. Templates and examples for the Quad Chart, White Paper, funding and Spend Plans, and briefings will be found at the Navy ACTD web site, [www.onr.navy.mil/actd](http://www.onr.navy.mil/actd).. Evaluation criteria for Navy support will be provided there, as well.

2. Submit proposal packages, in electronic form, via the Navy ACTD web site, at <http://onr.navy.mil/actd> Early development and coordination with all major participants is encouraged.

3. Questions may be addressed to the ACTD Program Coordinator, Mr. Joseph E. Stull. Mr. Stull can be reached at (703) 696-9774 or via email at: [joseph\\_stull@onr.navy.mil](mailto:joseph_stull@onr.navy.mil). Additional POCs are Mr. Thomas Gallagher, OPNAV N708 (Resources) at 703-614-6739, Mr. Peter St. Jacques, NWDC (CONOPS) at 401-841-4842 or [stjacup@nwdc.navy.mil](mailto:stjacup@nwdc.navy.mil), and Ms. Karen Lane, DASN(RDT&E) (ACTD Coordination) at 301-904-2273 or [karen.lane@navy.mil](mailto:karen.lane@navy.mil).